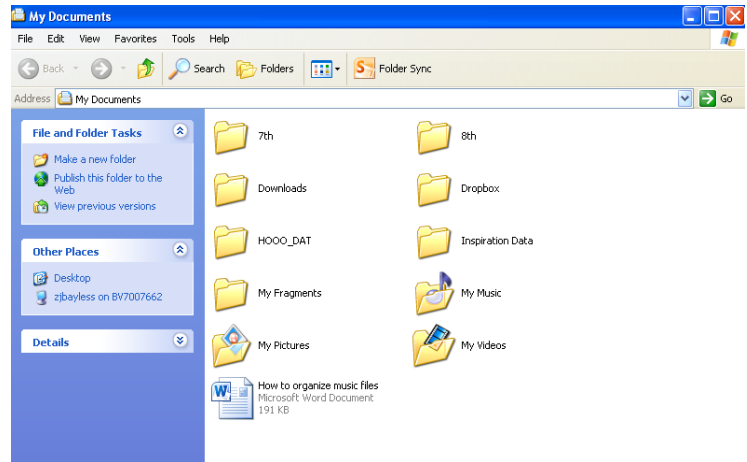
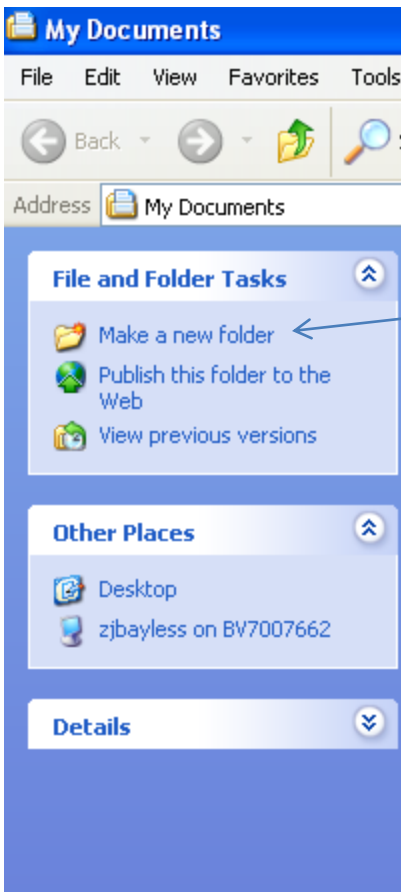


How to create and rename files

1. Access your documents



2. Click make new file



3. After this click the folder and type the name.

